

GRANT COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES
Week of June 12- June 18, 2023
Commission Chambers
35 C Street NW
Ephrata, WA 98823

Public meetings were held in person with a WEBEX Conference Call/Video option available.

MONDAY, JUNE 12, 2023

The Grant County Commissioners session began at 9:00 a.m. with all Commissioners in attendance. Commissioner Jones attended via Webex until 11:00 a.m. and then attended in person.

9:00 a.m. – 9:30 a.m. District Court Update on Community Court

Judge Gwinn and Amy Paynter came to discuss the recent grant they applied for. They had one individual entered into their therapeutic court but unfortunately failed the program. Judge Gwinn mentioned the Superior Court Drug Court being brought into the District Court, but this is not a “done deal”. They should know by the end of June if their funding from the State is approved. They are looking for another employee to help with the program and will work with HR.

9:30 a.m. – 10:30 a.m. B Vasquez, Clerk of the Board Update

- Animal Rescue / CBDRC
- LEAN Debrief – Next Steps
- Anticipated Executive Session: RCW 42.30.110(1)(f) – Job Applicant / Evaluation

Pursuant to RCW 42.30.110(1)(g) Commissioner Jones called an Executive Session to order at 9:56 a.m. to go until 10:15 a.m. regarding Job Applicant/Evaluation. In attendance were Commissioners Carter, Stone and Jones, Barbara J. Vasquez, Clerk of the Board, and Kirk Eslinger, Human Resources Director. The session was continued to 10:25 a.m. Commissioner Jones closed the session at 10:25 a.m.

10:30 a.m. – 11:30 a.m. Department Head Review

Pursuant to RCW 42.30.110(1)(g) Commissioner Jones called an Executive Session to order at 10:35 a.m. to go until 11:00 a.m. regarding Job Applicant/Evaluation. In attendance were Commissioners Carter, Stone and Jones, and Chris Young, Development Services Director. Commissioner Jones closed the session at 11:00 a.m.

11:30 a.m. – 12:00 p.m. M McKnight, Assessor’s Office Update **(Did not attend)**

12:00 p.m. – 1:00 p.m. WSAC Virtual Meeting

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1:00 p.m. – 2:00 p.m.

Commissioners Round Table – Miscellaneous Discussion **Commissioner**

Jones attended at 1:13 p.m.

- Review of Consent Agenda Items
 - Auditor Item 2: DS asked for clarification since drug court and therapeutic court may merge. Kevin McCrae state it may merge July/Aug.
 - BOCC Item 12: The SIP committee recommends approval. Janice Flynn discussed issues with the Sam.gov program.
 - BOCC Item 13: Jerry confirmed the accounts were accurate.
 - Public Works Item 22: Heavy Equipment Operator Job Description - Human Resources is aware this is being brought forward.
 - Renew Item 25: Dell Anderson clarified.
- Commissioner District Updates
 - DS District 1: He believes the county is ready to move forward with discussing the balance of the ARPA funding. There is a chicken farmer in his district that allows their chickens to roam the area and make a mess all over. There is no code that addresses poultry. Potentially create an ordinance that addresses this. Ron Luce emails will be addressed at the next PW update. Mike Ramsey / Fair issues: will be handled by the fair staff and FAC. Commissioner Carter will send a letter to the BOCC to amend the travel reimbursement timeframe from 30 days after travel to 45 days after travel.
 - RJ District 2: Clerk to schedule study session on cannabis licensing. **(7/6/23 at 2pm)**
 - CC District 3: Cannabis licenses are now being reviewed. The Board denied a recent application and they would like the BOCC to reconsider. The Board toured the Wenatchee Valley Humane Society facility last week. Potentially have them come to Grant County and perform an assessment.
- Sheriff Kriete has been working with Public Works on the vehicle replacement program and changes to be made. He also discussed issues with youth at the Moses Lake Springfest. Potentially have open carry only, clear bags required, metal detectors at the entryways.
- Dell Anderson discussed his new vehicle leasing program and wondered if those cars must follow the ER&R replacement schedule? The Board said no.
- Katie Smith discussed Item 29 and the creation of a fund for the maintenance of the 311 Fund.

2:00 p.m. – 3:30 p.m.

K Eslinger, Human Resources Update

Discussion Items	Request	Action
01. Command Staff Comp	Direct	Board Signed - Copy Provided to Board Staff.
02. HR Needs from BOCC	Discuss	No Action Taken – Informational Only.
03. Improving HR Time Service	Discuss	No Action Taken – Informational Only.
04. Aged Project Report	Discuss	No Action Taken – Informational Only.
05. District Court Staffing	Direct	Board Direction Given – Will be contacted by Amy Paynter when the Court is ready for action.
06. Public Works Update	Discuss	No Action Taken – Informational Only.
a. Recruitment Process		
b. Recruitment Audit		
c. Comp Restructure		
d. Impact - Comp Restructure		
e. Leadership Team Partnership		

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- f. Accommodation
- g. Investigation
- h. Investigation
- i. Investigation
- j. New Position Development
- k. Supervisory Development

Authorization Requests	Request	Action
07. Retention Bonus for Attorneys (5%)	FYI Only	No Action Taken – Informational Only.
Labor Relations	Request	Action
08. 2023 Negotiations Planning	FYI Only	No Action Taken – Labor Update Provided.
09. General	FYI Only	No Action Taken – Labor Update Provided.
a. Public Negotiations		
b. Tony Menke		
c. No Retro / Financial Decisions		
d. Accounting Participation		
10. Contracts	FYI Only	No Action Taken – Labor Update Provided.
a. Association (6 Contracts/6 Units)		
b. Sheriff Deputies (1 Contract)		
c. Corrections (1 Contract)		
d. Sheriff Support (1 Contract)		
e. Renew (1 Contracts/4 Units)		

Pursuant to RCW 42.30.110(1)(g) Commissioner Jones called an Executive Session to order at 2:58 p.m. to go until 3:15 p.m. regarding Job Applicant/Evaluation. In attendance were Commissioners Carter, Stone and Jones, and Kirk Eslinger and Gina Saldana, Human Resources. The session was continued to 3:25 p.m. Commissioner Jones closed the session at 3:25 p.m.

The Commissioners approved the Sheriff's Office Command Staff wage scale update.

3:30 p.m. – 4:00 p.m.

D Pheasant, Treasurer's Office Personnel Discussion

Pursuant to RCW 42.30.110(1)(g) Commissioner Jones called an Executive Session to order at 3:35 p.m. to go until 3:50 p.m. regarding Job Applicant/Evaluation. In attendance were Commissioners Carter, Stone and Jones, Darryl Pheasant, Treasurer, and Kirk Eslinger and Gina Saldana, Human Resources. The session was continued to 4:00 p.m. Commissioner Jones closed the session at 4:00 p.m.

TUESDAY, JUNE 13, 2023,

The Grant County Commissioners session began at 8:00 a.m. with Commissioners Jones and Stone in attendance. Commissioner Carter arrived at 8:15 a.m.

8:00 a.m. - 8:30 a.m.

K McCrae, Prosecuting Attorney's Office Update

- They will have a position to bring forward to the Position Management Team.

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- Opioid Abatement – Interlocal Agreement will be placed on next week’s Consent Agenda. Kevin McCrae to contact Dell Anderson to sit on the OIC Board.
- Guns at the Fairgrounds
- Cannabis Licenses and approvals/denials. They will investigate the statute.

Pursuant to RCW 42.30.110(1)(i) Commissioner Jones called an Executive Session to order at 8:20 a.m. to go until 8:25 a.m. regarding Litigation. In attendance were Commissioners Carter, Stone and Jones, Kevin McCrae and Rebekah Kaylor, Prosecuting Attorney’s Office. Commissioner Jones closed the session at 8:25 a.m.

8:30 a.m. – 10:30 a.m. Grant County Fairgrounds Future Planning Session

In attendance were Jim McKiernan, Tom Gaines and Chris Turner and discussed with the Commissioners their thoughts on Future Planning ideas on the usage of the Fairgrounds.

10:30 a.m. –11:45 a.m. T Gaines, Central Services Update

GCTS	<ul style="list-style-type: none">• Webex for DC• Network Security (anticipated exec. session)• New Employee started
Facilities	<ul style="list-style-type: none">• Tree damage from winds (lost tree)• Consolidation of departments• Landscaping• Sage and Sun, (50/50 on power)
Fairgrounds	<ul style="list-style-type: none">• 4H bathroom completion• Paving and horse stall update• Manpower needs or ideas• Well #1 Issues at fairgrounds
Central Services	<ul style="list-style-type: none">• Jail update / team charter• Need for weekly updates• Courthouse restoration / NAC architecture• Coroner’s office restart• Flag certificate

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Pursuant to RCW 42.30.110(1)(A)(ii) Commissioner Jones called an Executive Session to order at 11:06 a.m. to go until 11:26 a.m. regarding Data Security Breach. In attendance were Commissioners Carter, Stone and Jones, Tom Gaines, Joe Carter and Vanessa Brown, Central Services. Commissioner Jones closed the session at 11:26 a.m.

12:00 p.m. – 1:00 p.m. Commissioners at Historical Society Monthly Meeting (Time out Pizza, Ephrata)

1:00 p.m. – 2:00 p.m. S Castro, Public Works Update

- Program Update – Solid Waste
 - - Mattawa Drop Box – Meeting with DNR
 - - Landfill Road Access
 - - Landfill Point and Pay – Credit Card Options
 - - Phase 4 Construction – 2024
 - - Landfill Tour – Planning & Public Works Coordination
- Other
 - 5-NW Speed Limit Reduction Request
 - Heavy Equipment Operator Job Description: Kirk Eslinger went over the job description and wages.
 - Viewmont Drive Gate issue: The homeowner's association may be bringing forth a petition to vacate the road and remove the gate.
 - K-SW Approach permit is still ongoing.
 - Desert Aire Road meeting: Dave Bren to attend.

Pursuant to RCW 42.30.110(1)(i), Commissioner Jones called an Executive Session to order at 1:31 p.m. to go until 1:36 p.m. regarding Litigation. In attendance were Commissioners Carter, Stone and Jones, Sam Castro and Dave Bren, Public Works, and Kevin McCrae, Prosecuting Attorney. The session was continued to 1:39 p.m. Commissioner Jones closed the session at 1:39 p.m.

2:00 p.m. – 3:00 p.m. Commissioner's Meeting

- Call to order
- Open Forum for Citizen Input (3 minutes per person, 15-minute time limit) **None**
- Approval of Agenda **A motion was made by Commissioner Stone, seconded by Commissioner Carter, to approve the agenda as presented. The motion passed unanimously.**
- Correspondence (ie. Emails that have come in that need response, letters of support etc.)
 - Blair Collins re: Marijuana license application denial.
 - Mike Ramsey: Commissioner Jones asked him to write a letter to the full BOCC.
- Commissioners Roundtable – Miscellaneous Discussion
 - DS: Item 22: He is in favor of approving the forwarding of the proposal to the union and pending concurrence with Position Management Team.
 - Road K – Commissioner Stone will clarify public comments at a meeting.

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- Historical Society – can they use \$200,000 left over from fire to build storage facility. Commissioner Carter is looking into this. Also, ask Fairgrounds about their request to move historical items to another building.
- Consent Agenda – (Items 1 through 29) All items are considered routine and will be enacted by one motion of the commissioners with no separate discussion. If a separate discussion is desired, that item June be removed and placed under Board Discussion/Decision. **A motion was made by Commissioner Stone, seconded by Commissioner Carter, to approve the consent agenda as presented. The motion passed unanimously, noting that Public Works item 22 will be forwarded to the union and Position Management Team.**

AUDITOR'S OFFICE

1. Payment of vouchers certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified by the auditing officer as required by RCW 42.24.090, as recorded on a listing and made available to the Board. **(\$3,542,595.58)**
2. Request to amend Resolution No. 22-116-CC relating to the establishment of a new fund titled "Dedicated Drug Court Fund" #123.001. **(New Resolution No. 23-046-CC)**

COMMISSIONER'S OFFICE

3. Invoices
4. Agreement Amending the Washington State Department of Commerce Community Services and Housing Division Consolidated Homeless Grant (CHG) No. 22-46108-10 subrecipient agreement between Grant County and Housing Authority of Grant County signed the 20th day of July 2021 and Amended April 12, 2022. Amendment purpose is to increase the total amount payable by the County to the Subrecipient by \$706,876.00 for a new total of \$2,015,331.00.
5. Amendment F on the Washington State Department of Commerce Housing Division Homeless Assistance Unit (HAU) Consolidated Homeless Grant (CHG) No. 22-46108-10. Amendment de-obligates HEN budget spending.
6. Reimbursement request from the City of Moses Lake on the Consolidated Homeless Grant (CHG) No. 22-46108-10, in the amount of \$38,759.92 for July – November 2022 expenses.
7. Reimbursement request from Renew on the Consolidated Homeless Grant (CHG) No. 22-46108-10, in the amount of \$329.79 for February 2023 expenses.
8. Reimbursement request from the Renew on the Consolidated Homeless Grant (CHG) No. 22-46108-10, in the amount of \$1,067.41 for March 2023 expenses.
9. Reimbursement request from the New Hope on the Consolidated Homeless Grant (CHG) No. 22-46108-10, in the amount of \$6,840.00 for April 2023 expenses.
10. Request from McKay Healthcare and Rehabilitation Center (Hospital District No. 4) for an extension to their Strategic Infrastructure Program grants (SIP 2021-01 and SIP 2022-02) to March 31, 2024.
11. Request for release of funds on Strategic Improvement Project (SIP) No. 2020-02, Port of Quincy – Intermodal Yard Container Expansion project, in the amount of \$299,496.73 grant funds.
12. Request from the Port of Royal Slope for a six-month extension to their Strategic Infrastructure Program grant (SIP 2022-04).
13. Request for transfer of funds in the amount of \$12,000.00 from Fund 001.101 to Fund 133.184 for wages on the Japanese Student Exchange (Bridges).

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14. Insurance quote from Risk Placement Services for Morgan Fife, MD for Correctional Medicine at the Jail.
15. Assumption cannabis license application for Valley Cultivations (Trilogy Arts LLC dba Logik) from the Washington State Liquor and Cannabis Board.
16. Special occasion liquor license for the Columbia Basin Rodeo Association and their beer garden at the Grant County Fair August 15-19, 2023, from the Washington State Liquor and Cannabis Board.
17. Special occasion liquor license for the Columbia Basin Rodeo Association and their hospitality tent at the Grant County Fair August 18, 2023, from the Washington State Liquor and Cannabis Board.
18. Special occasion liquor license for the Columbia Basin Rodeo Association and their loading chute at the Grant County Fair August 15-19, 2023, from the Washington State Liquor and Cannabis Board.
19. Recommendation from the Lodging Tax Advisory Committee (LTAC) to allocate \$100,000.00 to the LTAC to go through the public bidding process for a Request for Proposal to study the Grant County Tourism and develop a master plan for tourism.

PUBLIC WORKS

20. Amended Interlocal Agreement between Grant County and the Regional Board of Mayors (Electric City, Grand Coulee, Coulee Dam, Elmer City) to sub-grant funds from the Washington State Department of Ecology Solid Waste Financial Assistance Grant to encourage woody yard debris diversion from the Ephrata Landfill. Funds shall not exceed \$10,500.00 and the term is April 1, 2022, through June 30, 2023. **(Resolution No. 23-047-CC)**
21. Authorization to call for bids on the Alternate Daily Cover 2023 and 2024 project. Bid opening is July 11, 2023 at 3:30 p.m. at Public Works.
22. Request approval of a job description change for their Heavy Equipment Operator positions. **(Approve Human Resources to forward the proposal to the union and it is pending concurrence with Position Management Team)**
23. Washington State Department of Transportation Local Agency Agreement for the Silica Road Overlay Project, in the amount of \$18,000.00.

RENEW

24. Request to accept a new quote for computer replacement from CDW in the new amount of \$227,719.34. The previously approved quote expired and the difference of \$38,730.46 will be paid from fund #564.00.3564/Small Tools.
25. PAXIS Institute Service Agreement in the amount of \$14,642.52 for the PAX Good Behavior Game, through the Health Care Authority CPWI Prevention Services Contract No. 5536.
26. Approval request to begin the process of upgrading their Ephrata Office to secure access of their facility. They received a quote from Stan's Construction in the amount of \$21,387.32 and will be paid from fund 108.150 (Capital Outlay).

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SHERIFF'S OFFICE

27. Request to surplus a Glock 17 duty pistol (SN: BTBC895) and sell to retiring deputy Rick LaGrave, for the amount of \$300.00. **(Resolution No. 23-048-CC)**

TECHNOLOGY SERVICES

28. Purchase Order No. 481 in the amount of \$7,808.96 to CDWGI to purchase a APC Smart UPS.
29. Request the creation of a fund to capture and hold the programmed maintenance funds for the 311 budget.
- Board Discussion/Decisions Items (*Items to discuss and items that were removed from Consent Agenda. These items will be acted upon together*)
 - Walk-on item: **A motion was made by Commissioner Stone, seconded by Commissioner Carter, to approve the walk-ons as presented. The motion passed unanimously.**
 - New Hope: Request permission for the Director to DocuSign a Washington State Department of Social and Health Services (DSHS) County Program Agreement No. 2363-48637 WorkFirst Family Violence Services. Contract term is July 1, 2023 – June 30, 2025 in the amount of \$31,000.00.
 - Recommendation by Commissioner Carter to amend Policy No. 1202 Travel Authorization and Expense Reimbursement and change section 1202.6.4 amending the submittal requirement window from 30 to 45 days.
 - Adjournment

3:00 p.m. – 5:00 p.m. D Stone, Out

3:15 p.m. – 3:20 p.m. Open Record Public Hearing, Request to Declare Certain County Property Surplus (Renew)

The Commissioners held an Open Record Public Hearing to consider the surplus and sale of vehicles from Renew. These will be sold via PublicSurplus.com.

Dell Anderson, Executive Director of Renew and Pete Wyatt, Safety Officer gave a brief synopsis of their request.

Vehicles For Surplus

Year	Make	Model	Plate	Mileage	VIN	Description	Reason for Surplus
1999	Ford	Taurus Wagon	51941C		1FAFP58U0XG308822	Station Wagon	Age and Condition
2004	Ford	Taurus	70136C	142468	1FAFP53274G178913	Four Door Sedan	Age and Condition
2005	Chevy	Trailblazer	75431C	223800	1GNDT13SX52312342	SUV	Broken/Missing Parts
*2006	Jeep	Cherokee	79721C	170734	1J4GR48K26C301839	SUV	Broken/Missing Parts
*2006	Jeep	Cherokee	78692C	225660	1J4GR48K06C301838	SUV	Condition and Mileage
2001	Ford	Taurus	57710C	167179	1FAFP52U11G207515	Four Door Sedan	Condition and Mileage
2003	Dodge	intrepid	67114c	118540	2B3HD46RX4H627571	Four Door Sedan	
2011	Ford	R.V.	C2122C	61059	1FDWE3FS3BDA43020	Recreational Vehicle	Condition/Missing Parts

**Grant County Commissioners Minutes
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A motion was made by Commissioner Carter, seconded by Commissioner Jones, to close the public comment portion of the hearing. The motion passed with 2 Commissioners in attendance. A motion was made by Commissioner Carter to approve the surplus of items as presented. Commissioner Jones seconded and the motion passed with 2 Commissioners in attendance. **(Resolution No. 23-049-CC)**

4:00 p.m. – 5:00 p.m.	R Jones, Position Management Review Team Meeting
5:00 p.m. – 6:00 p.m.	R Jones at Boys and Girls Club Family Fun Night (McGraw Family Clubhouse)
6:00 p.m. – 7:00 p.m.	R Jones at Farmer Group Question and Answer Session (BOCC Hearing Room)
7:00 p.m. – 8:00 p.m.	R Jones, Moses Lake City Council Meeting

WEDNESDAY, JUNE 14, 2023

D Stone, Out

10:00 a.m. – 10:30 a.m.	LEOFF – 1 Disability Board
10:00 a.m. – 2:00 p.m.	R Jones at Moses Lake Senior Picnic (Fairgrounds)
11:30 p.m. – 2:00 p.m.	HEARINGS EXAMINER
2:00 p.m. – 3:30 p.m.	E Johnson, Washington State Association of Counties (WSAC) – Grant County Courthouse Briefing (Cancelled)
6:00 p.m. – 7:30 p.m.	R Jones and C Carter, Grant County Health Board Meeting

MISCELLANEOUS ITEM

Emergency Accounts Payable Batch in the amount of \$3,794.00 from Renew for Emergency Housing.

THURSDAY, JUNE 15, 2023

D Stone, Out

9:00 a.m. – 10:00 a.m.	R Jones, Multi-Agency Communications Center (MACC) Meeting
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10:00 a.m. – 11:30 a.m.	R Jones at MACC Finance Committee Meeting (Moses Lake)
10:00 a.m. – 12:00 p.m.	R Jones, CBSWC Board Meeting
1:00 p.m. – 2:00 p.m.	R Jones, Grant County Jail OAC Meeting
6:30 p.m. – 8:00 p.m.	C Carter, Grant Transit Authority Board Meeting

MISCELLANEOUS ITEM

Emergency Accounts Payable Batch in the amount of \$3,040.00 from New Hope for Emergency Housing.

FRIDAY, JUNE 16, 2023

D Stone, Out

Signed this _____ day of _____, 2023.

BOARD OF COUNTY COMMISSIONERS
Grant County, Washington

Rob Jones, Chair

Cindy Carter, Vice-Chair

Attest:

Danny E. Stone, Member

Barbara J. Vasquez, CMC
Clerk of the Board